



# Tesco Mobile's School & Online Safety Grant

## Application Guidance Notes

### Introduction

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Tesco Mobile has committed £200,000 to support local primary schools across England, Wales, Scotland, and Northern Ireland to boost online safety.

This grant programme is open to all **non-profit primary schools only** (teaching pupils Year 1 to Year 6) to apply from Tesco Mobile.

This initiative is designed to champion the vital role teachers play in helping young people stay safe online. By giving teachers, the tools, confidence and resources they need, the programme will support them in delivering effective online safety education — helping pupils navigate the digital world safely and responsibly.

Schools will be able to use grants awarded to improve their essential tech equipment — such as laptops, Chromebooks and classroom computers — ensuring teachers are equipped to deliver high quality online safety lessons in the classroom.

Application submissions will be reviewed by an expert panel. A total of 100 grants of £1,000 will be awarded to 100 schools, and 5 grants of £20,000 will be awarded to 5 schools that can demonstrate a significant impact in supporting online safety.

**Schools awarded a £1,000 grant must register to use Digital Matters once the funding has been confirmed.**

**Schools awarded a £20,000 grant must register with Digital Matters once funding has been confirmed and, as registered users, must teach or download the [Managing Online Information Lesson](#) materials. They will also receive a free Online Safety workshop for pupils and staff delivered by Internet Matters experts. [Registration to Digital Matters is free.](#)**

Schools applying to the programme are encouraged to participate in promotional activity, such as social media and press releases to help highlight the positive impact of the initiative.

**Wishing you the very best of luck! We appreciate your interest and the time you've taken to apply.**

Before starting your application, it is important to consider the items that you would like to apply for that will best support online safety in your primary school. Please see below a list of eligible and not eligible items. These are examples only, and other suitable equipment that supports online safety may also be considered.

#### What is eligible for grants?

- Laptops / Chromebooks / Tablets – for pupils or shared classroom use.
- Charging stations / chargers – to keep devices powered.
- Interactive whiteboards or smart screens – for delivering lessons.
- Secure storage for devices – cabinets or lockable trolleys for laptops/Chromebook/ tablets.
- Mobile phone pouches - for children's devices
- Headsets / webcams – for safe online communication lessons.
- Headphone splitters - for paired/supervised listening
- Adaptive keyboards or mice - to improve accessibility
- Dictation or text-to-speech software - to improve accessibility
- Software licences – filtering, monitoring, safeguarding tools.
- Wi-Fi boosters / routers – to enable safe connectivity.
- Tech room upgrades:
  - Additional desks or benches designed for device use.
  - Power strips / surge protectors for safe charging.
  - Lockable cabinets for safeguarding devices.
  - Basic AV equipment (projectors, speakers) for lesson delivery.

#### What isn't eligible for grants?

- General classroom furniture (chairs, decorative items).
- Building works (e.g., rewiring, structural changes).
- Non-tech items (stationery, art supplies).
- Mobile phones for staff or pupils.
- Vehicle charging points or unrelated tech.
- Rewards/incentives for pupils.

#### **How to use this Guidance**

The aim of this guidance document is to help you complete your application form online. We'll explain how to start using our online system, as well as supporting you with a guide to the information you must provide about your project. We'll also tell you why we're asking for certain information and how we use the information you provide us.

These help notes are a “stand-alone” document, or you can follow the hyperlinks on the contents page to look at specific sections of the notes as you fill in your application form online.

#### **Alternative and Accessible Formats**

Sometimes there are particular reasons why people find it difficult to apply for a grant or access our services. If you experience or anticipate any barriers with our application process, require help to make an application, or accessing our services and information, please contact Groundwork to discuss the type of support we can provide. You can find our contact details here [Contact Us](#).

#### **Receiving correspondence from us**

To ensure you successfully receive email communications regarding your application, please save this email address - mail@grantapplication.com - to your contacts or safe list. This will prevent emails being filtered into your junk or clutter folders, where they can easily be overlooked.

## Applying Online

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You can access our online application system by visiting [Apply Here](#). If this is your first application you will need to create an account. Click on the New Account link to register your email address and password. These will be your login details, and you'll need them every time you use our online application system. If you forget your password or any other part of your login details, please follow the link on the log-in page, which will allow you to reset this information.

### When you're working on your application online it's useful to remember:

- You can fill in your application in one go, or work on it at different times
- You can fill in the sections of the form in whichever order you prefer, but you will only be able to submit your application when all of the sections are complete
- If you have your application form open on your computer, but do not work on it for 2 hours, you will automatically be logged out of our online system. Any work that you haven't saved by then will be lost.
- The online application form is best accessed using Windows and cannot be accessed using an Apple Mac or iPad.

Likewise, it works best using Google Chrome and may not work when using Internet Explorer. If this causes you any issues, please contact [tescomobile@groundwork.org.uk](mailto:tescomobile@groundwork.org.uk) and a member of the team will be happy to help you.

### Getting Started Checklist

- Have you got everything you need to complete your application form?
- Your primary school contact details and information
- Your written project proposal, including evidence of demand for your project
- Your primary school project location and postcode
- Your Project Budget

## Section 1: About your Primary School

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In this section we're asking you to tell us some basic information about your organisation.

### 1. What is the name of your primary school?

We need to know the name of your school, this should be the name of the organisation that is applying for funding and exactly match with the information on your bank statements and governing documents.

### 2. What is your primary school address?

Please provide the address and postcode of the organisation that is applying for funding. Please ensure that a full and correct postcode is provided.

### 3. Main Contact (Teacher)

The main contact MUST be a teacher in the primary school, that will lead this project and be a key point of contact and responsible for the application and grant monitoring requirements, should the applicant be successful. Please provide your full name and position in the school. It is very important to us that you provide the correct email address and daytime phone number so that we can communicate updates and decisions on your application.

Please let us know if the main contact has any particular communication needs. We intend to use email as our main means of communication for environmental reasons.

If this will cause problems for you, please ensure you let us know your preferred alternative. Groundwork UK is an environmental charity, and we aim to save paper wherever possible, so it is very important that your email addresses are correct and the email account is active and checked regularly.

Please note, your primary school anti-virus and firewall settings may mean that information from us may not reach your email account.

If your application is successful, the grant offer will be emailed to the main contact. They will be responsible for sending us an update once the project has ended. If your contacts change throughout the lifetime of the project, **it is your responsibility to proactively confirm any changes to the teacher contact, we will not be able to discuss the application with anyone who is not a named contact on the application form.**

#### **4. Alternative Contact**

The alternative contact must also be a teacher within the primary school and differ from the main contact. Please use this section to provide the contact details for your alternative project contact. The email address must be different to those of the main contact.

#### **Please confirm your ID number or unique school number,**

Please provide the EXACT name of your organisation as stated in this link [Get Information about Schools - GOV.UK \(get-information-schools.service.gov.uk\)](https://www.gov.uk/get-information-schools). This is very important for future communications and monitoring purposes.

#### **Please confirm the name of your headteacher and associated headteacher approval**

You will need to require the name of your headteacher. You will also need to confirm that your Headteacher is fully aware and committed to delivery of this grant funding and that you are authorised to submit this acceptance form on behalf of the school with lead responsibility for delivery and providing grant monitoring information.

### **Section 2: Project Information**

In this section we're looking for:

- A clear and persuasive description of a well-researched project
- How you demonstrate the need and demand for your project
- How your project meets the need you have identified
- How your project fits with programme outcomes.

#### **5. How will this grant support or improve online safety education at your school?**

In this question you will be expected to explain how this grant support will improve online safety, what impact will it have on teachers and pupils? Please provide a brief description of what your school would do with either the £1,000 or £20,000 grant. Please ensure you will fully explain how this will impact on teachers and pupils. It is important to ensure this is clear as this response will be used to review your applicant when being considered by the independent panel.

#### **6. Please confirm how many pupils will benefit from this grant award**

Provide an approximate number of how many pupils that will be support within the primary school. You should enter numeric responses only.

#### **Please provide a breakdown of how many pupils in each age range would benefit from this grant award**

Provide an approximate number of the age ranges of that will be support within the primary school. You should enter numeric responses only.

#### **What type of establishment is your school?**

Please confirm the type of establishment from the list provided. Please ensure that you review the whole list before selecting one as to give us the most accurate information about your school type.

#### **7. Please advise on the ethnicity of pupils for the project?**

To answer this question please tick the box next to those that apply to the pupils who would benefit then input the percentage. If you do not tick the box on the left hand side, it will not let you input a percentage. *Please ensure that the total percentage does not exceed 100%.*

Please note that the answer to this question will not affect whether your organisation receives funding but is needed for our own reporting processes. If you do not wish to provide this information, please mark it as “prefer not to say”.

### Section 3: Finance

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**In this section, you will be asked to provide information regarding your budget for your grant application, It is essential that you refer to list of eligible items below and ensure that each item is listed and clearly provided in the description, with accurate costs. You should ensure that costs should total either £1,000 or £20,000 depending on the funding award you are submitting for your primary school.** You have also been asked to provide a brief explanation of how the items will be sourced and how funds will be managed for future grant monitoring purposes should your applicant be successful. Please confirm the amount of funds you would expect to use to purchase the items listed below

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- Tech room upgrades:
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  - Lockable cabinets for safeguarding devices.
  - Basic AV equipment (projectors, speakers) for lesson delivery.

### Section 4: Privacy

#### Data Protection

In this section of the application form we’re asking you to read some important information about our data protection responsibilities.

It’s important that you understand how we will use and store the information you give us. You need to know what to do if you believe any of your information is commercially sensitive or confidential.

#### Our responsibilities to you

In this section of the application form we are asking you to read some important information about who we are and our responsibilities around the data you provide to us. It is important that you understand how the information you submit will be used and stored by us.

You need to know what to do if you believe that any of your information is commercially sensitive or confidential. We ask you to tick the box to confirm you have read and understood the Privacy Information, know your rights and how your data will be used.

## **Section 5: Declaration & Governance**

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### **8. Please upload a school document with the school logo.**

Please note that to upload your file, you must click on browse, select your file and then click on upload.

### **9. Attending In-Store Events**

Please confirm if you are interested in attending any in-store events.

Please select Yes or No

### **10. Please tick to confirm if you are willing to share your grant success on your social channels calling out the support from Tesco Mobile?**

Please select Yes or No

### **11. You are willing for your school/group and its grant, (if successful), to be used in localised and/or national advertising of the scheme for a period of 5 years, including but not limited to TV, radio, social media, press, in-store media and email communications.**

Please select Yes or No

### **12. If your school is awarded the £20,000 grant, please confirm that you are willing for Internet Matters to visit your school to run an online safety workshop with pupils and Q&A with teaching staff, helping you to deliver effective online safety education.**

**Please note that to receive the £20,000 grant this is an essential requirement**

Please select Yes or No

### **13. Final Declaration Confirmation**

**Before submitting your grant application, please make sure you agree to the following. Please read the following requirements below are deliverable to acceptable to you as the grant holder and the headteacher, as these are essential requirements of this programme. Please tick the box to confirm your acceptance and sign electronically.**

- You are willing for your donation information and photos to be used for publicity purposes (including social media such as Facebook or Twitter) should your organisation be funded.
- You have a bank account in the name of your organisation with at least 2 unrelated signatories or have identified an accountable body to manage your grant.
- Your school will register with Digital Matters if you are awarded £1,000.
- Your school will register with Digital Matters and teach the Managing Online Information lesson if they are awarded a £20,000 grant
- You confirm your organisation has a Safeguarding Policy in place and is regularly reviewed, if you work with children or vulnerable adults.
- We understand that if we are awarded £20,000 grant, we will host Internet Matters employees for an online safety workshop for pupils and teachers by the end of 2026.

### **What can you expect next**

Applications are open until **3rd May 2026**. Applications received after this date will not be considered. All applications will be reviewed by an expert panel, and successful schools will be notified at the beginning of **June 2026**.